

HEREFORD TOWNSHIP BOARD OF SUPERVISORS

September 3, 2024

The regular meeting of the Hereford Township Board of Supervisors was held in person at the municipal building and via Zoom. Those present were Supervisors John Membrino, Keith Masemore, Karla Dexter, Township Engineer Jennifer McConnell of Technicon Enterprises Inc. II, Solicitor Eugene Orlando Jr., and Secretary Hannah Edwards.

Guests: Mr. Boyer, Mr. Levensgood and Mr. Kerchner

Zoom: Tom O Connor

Mr. Membrino called the meeting to order at 7:30 p.m.

Minutes

Mr. Membrino made a motion and Mr. Masemore seconded to approve the August 20, 2024 BOS minutes. All were in favor. Motion carried.

Payment of Bills

Mr. Membrino made a motion and Mr. Masemore seconded to approve the payment of the bills. All were in favor. Motion carried.

Personal Appearances – No Report

WORK CREW REPORT

Mr. Masemore reported the work crew mowed all state roads, milled Hoch Road, paved Hoch Road, fixed washouts on dirt roads. The work crew has been working on replacing water pump on belt loader along with sweeping stone from the roads that had wash out. The crew has also paved shoulders and pipe crossovers on Spring Hill Road and scratch paved Pilgert St.

ENGINEER

1. Camp Mensch Mill Road – Design update

Ms. McConnell mentioned she sent an inquiry to Dean from the conservation district to determine to what level design and permitting needs to be at in order to apply for the Dirt & Gravel Road grant program that opens in January of 2025.

2. Building Inspector / Zoning Report & Complaint Update

Mr. Haller has been following up on the complaints; the building inspector report and zoning report were printed for the board's view. Below are updates on the outstanding code enforcement properties:

2954 Seisholtzville Road- trailer, shed without permit, burning of hazardous materials.

Ms. McConnell mentioned the resident has paid his first payment to the township for his violations and confirmed that there have been no new reports of hazardous material burning.

3187 Seisholtzville Road – Condition of house / yard

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Ms. McConnell noted that Gene had entered the judgment from the DJ office against the property. Ms. McConnell also mentioned another round of NOVs will be completed. Mr. Haller did take pictures of the property for an updated visual to construct a new NOV based on township ordinances.

29 Shiffert – Shed

Mr. Haller talked to the homeowner and completed a site visit to confirm that the complaint is regarding a pre-existing shed that has been there well over 15 years. Ms. McConnell mention this is just a neighbor dispute.

1384 Huffs Church Road – Burning

Mr. Haller did not see any active burning on the property or smells, this is a case where until there is visual burning being completed Technicon cannot move forward.

Township Road- complaint potential illicit discharge

Mr. Haller is working with the property owner who complained regarding potential illicit discharge into his pond; He asked for Board approval to send a letter to the adjoining owner to see if he can gain permission onto the property to see where the possible discharge may be coming from.

Deer Hill Road –

Ms. McConnell indicated that she forwarded comments from the prior meeting regarding cutting items within the right-of-way as well as the owner complaints regarding speeding and requests for traffic calming measures to the owner but has not heard back.

10 Five Points Road – complaint about sewage system malfunction

Mr. Haller tried sending a letter to the resident to gain access to the property. The resident has not responded to any form of communication, but Mr. Haller can see the cesspool location from the roadway and saw no signs of malfunction and forwarded a report to DEP last week with pictures attached.

3. Sewage Enforcement Officer Report -

Document was printed for the board, Ms. McConnell mentioned if there are any questions to please reach out to the office.

4. Wawa Traffic Concern – PennDOT

Ms. McConnell did receive contact from Brian Boyer from Penn DOT. Mr. Boyer mentioned he did complete a drive by of the location. He did not see any NO LEFT turn signs still up at the Route 29 entrance but Ms. McConnell noted she drove by tonight and the one on the right-hand side was up, but the one on the left was knocked over. Mr. Boyer mentioned he will complete a follow up with TPD who did the original design

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of the entrance as well as consider having larger no left turn signs installed and additional do not enter signs.

5. PC Meeting Update – Zoning, SALDO, Stormwater Ordinance Amendments
Ms. McConnell mentioned the PC met last Wednesday, continued discussion about short term rentals, solar and wind farms, and the general amendments. Ms. McConnell completed the PC minutes and attached them to this meeting packet. She also reached out to Mr. Orlando with some questions from the PC, they are continuing to make progress on the amendments.

6. LSA Grant – Playground
Ms. McConnell mentioned that pricing was obtained from the CoStars vendors for equipment discussed at the last meeting which met the input received from Parks & Rec Board and the MHP. The difference between the two scenarios proposed are varying options for the Ages 2-5 and Ages 5-12 playsets. It was noted that the 6-24 month equipment and the busy board are not needed at this time to help reduce costs. It was noted that the ages 5-12 equipment in Option B was preferred over Option A. Discussions ensued over mulching options. Mr. Masemore had a question regarding space requirement if it is large enough, Ms. McConnell did complete some measurements and believes both options could fit in the space provided.

Ms. McConnell to explore mulch options, confirm space for equipment, inquire with the MHP over potential for donations to supplement the grant and finalize selections for finalization at the next meeting.

7. Bob White Road potential vacation
Ms. McConnell mentioned there was a request to allow the township to vacate that road from the cloud 9 business down to the end of the road. She obtained costs from a surveyor, Mr. Orlando for legal related items, and Mr. Day for the proposed turnaround. A rough estimate for this project would be:
Aston survey \$1700
Mr. Orlando – Legal \$1000
Technicon - Engineering \$1000
Construction of Cul-de-Sac \$3000
Construction of Hammerhead \$1000

The cul-de-sac option is the preferred turnaround over the alternate hammerhead. The main occupancy will be the resident, the snowplow, the school bus turn around and fire emergency. It was noted that a memorandum should be drawn up regarding the costs / steps necessary and sent to the landowner making the request to discuss division of costs. Mr. Membrino mentioned this is something that needs to be planned into the budget for 2025.

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8. Maintenance Building Roof Conversation

The Township decided to move forward with a shingles roof with a tear off instead of metal replacement due to costs. Ms. McConnell did receive 3 quotes for this project, Tim Smith was priced at \$23,000 Bachman was priced at \$24,950 plus \$3200 for white metal fascia and Condition One Commercial quoted \$40,140.

Mr. Membrino made a motion to accept Tim Smith the approval to complete the roof replacement for the maintenance garage in the amount of \$23,000 which includes shingles with a complete tear off, replace bad plywood and architectural shingles. Mr. Masemore second this motion. All in favor, motion passed.

SOLICITOR

Act 537 Plan:

Mr. Orlando mentioned the sewer consultant, the Engineer, and the Solicitor have been refining the zoning amendments related to the Act 537 plan and sewer development credits. The sewer consultant is also working on the 537 plan itself preparing for submission to DEP. The draft Ordinance cannot be finalized until some additional information is received regarding potential non-residential development and finalization of sewage flows needs. Mr. Orlando also noted that the Township will need to establish a sewer authority soon as part of the Act 537 plan submission and implementation. He asked for authorization to pursue establishment of the sewer authority to be placed on the October Supervisors agenda.

Secretary Report

Ms. Edwards mentioned projects to be completed are: review and organize files, work on August reconciliation, 2025 budget worksheet, working on 3 old permits waiting to hear back from resident and complete payments for SLF road paving project.

Ms. Edwards mentioned projects that are completed: Pavilion post for August are complete, all permits in the book for August are completed, posted 2 post on FB about veterans day and veterans day coloring, Completed mowing letter to Penn DOT, newspaper posting for 2023 audit sent to Town and Country, August building permit census completed, completed updated equipment list for the insurance to Longley, she also completed all PC group documents for August.

A question was also brought up about the Hereford Township Handbook, Mr. Orlando had an employee who was working with Hannah on the correct documents to see where she could start with a price quote. No further action was taken after Ms. Edwards sent over the documents that were requested. Mr. Membrino mentioned looking back into the minutes to see if a motion was ever passed and to see where we are in the process. Ms. Edwards will reach out to everyone once she looks back into the minutes to track where we left off with the request to update the handbook.

Unfinished Business – No report

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New Business

1. Bally Borough is requesting fire police assistance from Hereford Township Fire Police for their annual Halloween parade on Monday October 21, 2024 with a rain date of Thursday October 24, 2024.
 - a. Mr. Membrino made a motion to accept the request from Bally Borough who is requesting Hereford Fire Police with their annual Halloween Parade on October 21, 2024 with a rain make-up date on October 24, 2024.

Miscellaneous Correspondence and additional information –

Next board meeting will be held on 9-17-24 at 7:30pm

The BOS will also discuss the first meeting of the budget preparation for 2025

Mr. Masemore wanted to discuss the conversation about the school bus ahead signs – Ms. Edwards did mention that she spoke with a gentleman from Penn DOT and he informed her that it is not the responsibility of Penn DOT to install these signs, it is up to the township if they would like to install SCHOOL BUS STOP AHEAD signs. Mr. Masemore mentioned he would like Mr. Day to be informed about the ordering of the signs and have them placed at the intersection of Huffs Church Road, Kahler Road and Church Hill Road.

PUBLIC COMMENT

Mr. Boyer had a concern for the Township.

1. Wetzel road and Saint Peters Road – he would like to see the corner trimmed up and or sprayed to kill the weeds. Mr. Masemore confirmed that the township does not spray any roads, in the past when that was done it was either completed by Met ed or Penn DOT. Mr. Masemore did mention he will send the road crew out to see if they can at least assist with some of the weeds in any capacity to eliminate any possible accidents with a sight obstruction.

There being no further business, Mr. Membrino made a motion to adjourn, seconded by Mr. Masemore. All were in favor. Motion carried. The meeting was adjourned at 8:40 p.m.

Respectfully Submitted

–
Hannah Edwards, Secretary/Treasurer